



SECOND QUARTERLY REPORT

April — June 2006



Jay Malina ITC Second Quarterly Report

April - June 2006

The Audit Management Services Department (AMS) completed the audit of the Jay Malina International Trade Consortium (ITC), on May 26, 2006. Ms. Cathy Jackson, Director of the Office of AMS reported the Audit revealed, "No material instances of waste or abuse." Ms. Jackson complimented the staff at the Jay Malina ITC for their cooperation, and mentioned that the performance Audit made recommendations for management improvements which are now being implemented by Mr. J.A. "Tony" Ojeda, Jr., the Executive Director, and the ITC staff. The Audit Report was submitted by the County Manager to the Mayor, Chair and members of the Board of County Commissioners on June 20, 2006.

Activities performed by the Jay Malina ITC during this quarter were as follows:

Board of Directors

- The ITC Board of Directors selected the members of the Executive Committee: Commissioner Natacha Seijas, Chair; Dwayne Wynn, Secretary; Marlon Hill, Treasurer; Janá Sigars-Malina, Vice Chair and Lee Sandler, former Vice Chair; and Tony Ojeda, Ex Officio member. (May 10th)
- The African Trade Initiative Program (ATI) was approved by the Board of Directors. (May 10th)

BOARD MEETINGS	DATES HELD
ITC Board of Directors	May 10th, June 26th
Sister Cities Coordinating Council	May 4th

COMMITTEE MEETINGS	DATES HELD
ITC Finance & Budget Committee	April 24th, April 28th
ITC Internal Management Committee	May 3rd
Sister Cities Arts Committee	April 25th, May 15th
Sister Cities Asti Mission Committee	April 11th, June 9th
Sister Cities Protocol Symposium Committee	April 19th

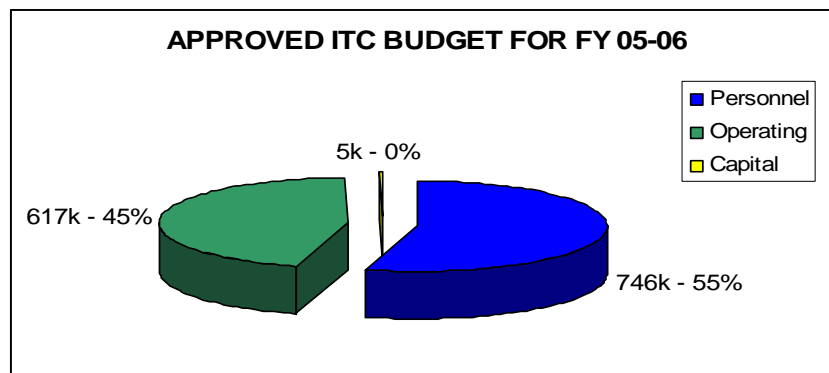
Administration & Finance

- ITC staff throughout the quarter provided Audit Management Services with support for the ongoing audit.
- ITC staff prepared materials and agendas as well as provided support for two ITC Board of Directors meetings, one Sister Cities Coordinating Council meeting and eight Committee meetings.
- ITC staff prepared and conducted interviews for the two vacant positions, Assistant to the Director and Executive Secretary.
- ITC staff has been working on creating a database comprising of more than 17,000 companies and businesses registered in Miami-Dade County. This project will allow ITC to contact these companies for business/matchmaking opportunities.

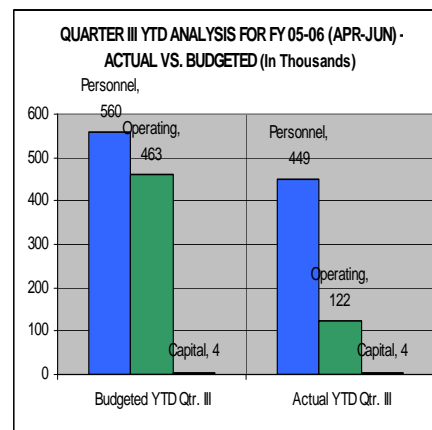
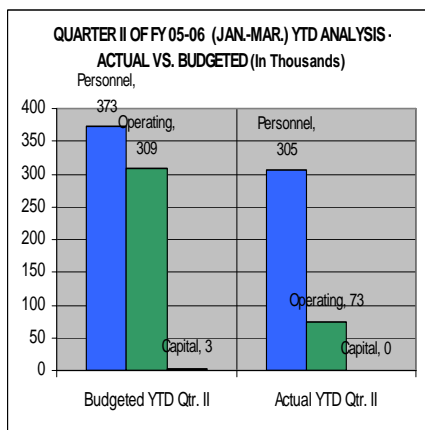
Provided below is the Jay Malina ITC financial report for this quarter.

Financial Report For International Trade Consortium (Through Quarter Ending June 2006)

Annual Budget Information



Quarterly Report Financial Information



Variance Summary

Personnel Variances:

Year-to-date reported actual Personnel expenses for quarter ending March 2006 were 41% of the department's annual budget for this category (\$305k vs. \$373k) - 9% lower than budgeted through March. Year-to-date reported actual Personnel expenses for quarter ending June 2006 were 60% of the department's annual budget for this category (\$449k vs. \$560k) - 15% lower than budgeted through June.

Both of these variances are due to attrition and the delay of filling vacant positions.

Operating Variances:

Year-to-date reported actual Operating expenses for quarter ending March 2006 were 12% of the department's annual budget for this category (\$73k vs. \$309k) – 38% lower than budgeted. Year-to-date reported actual Operating expenses for quarter ending June 2006 were 20% of the department's annual budget for this category (\$122k vs. \$463k) – 55% lower than budgeted.

These variances are primarily attributed to the delay of various programs due to unanticipated events such as the audit of ITC conducted by Audit Management Services, and the transition associated with change in organizational leadership, including a change in Management. Also, some of the larger programmatic operating expenditures are expected to be incurred in the next quarter.

Capital Variances:

Capital variances are insignificant due to the small allocation in the annual budget.

Trade Development

ITC trade developers during the second quarter, performed the following activities.

- Met with the members of the Congolese-American Chamber of Commerce to discuss ways for Miami-Dade County to become the "Gateway to Africa."
- Participated in meetings with the South African Business Club to discuss preparations for the upcoming visit of the South African Tourist Officials.
- Attended monthly meetings of the Doral Business Council.
- Met with Mrs. Dunia Miranda, Trade Commissioner of Guatemala, to discuss areas of mutual interests.
- Attended meetings with members of the Foundation for Democracy in Africa to prepare for the upcoming Africando Hemispheric Summit.
- Met with members of the Malaysian Trade Office to discuss areas of mutual cooperation.
- Attended the Greater Miami Chamber of Commerce Black Business Initiative meeting.

Business Development Mission to Trinidad & Tobago

The Jay Malina ITC conducted a Business Development to Trinidad & Tobago. This mission led by the Hon. Natacha Seijas, Chair of the ITC was co-sponsored by the Consulate of Trinidad & Tobago in Miami, and the Trinidad & Tobago USA (TTUSA) Chamber of Commerce.

The mission of sixteen participants attended the Seventh (7th) Annual Trade and Investment Convention (TIC), one of the largest in the Caribbean. In their End of the Mission reports the participants reported making fifty-one business contacts. The Trade Mission produced a modest profit of approximately \$ 1,500.00 for the Trade Mission Center of the Americas (TMC), ITC's separate not for profit entity.

In addition, a Sister Port agreement was signed between the Port of Miami and the Port of Port of Spain in Trinidad. (May 16 –20th)



At the Opening of the Trade & Investment Convention, Commissioner Seijas, Chair of The Jay Malina ITC, at center, with the Hon. Knowlson Gift, Minister of Foreign Affairs for Trinidad & Tobago. Surrounding them are the delegates from Miami-Dade County and business and officials from Trinidad & Tobago.

The Jay Malina ITC granted certification for the following Third Party Missions:

FISCAL YEAR QUARTERS	MISSION ORGANIZATIONS
October—December 2005	Diaspora Arts Coalition's Incoming Mission from Senegal and Guinea (Oct. 31—Nov. 2, 2005)
	Florida Foreign Trade Association 's (FFTA) Incoming Mission from the Dominican Republic (Dec. 4 -8, 2005)
January –March 2006	Florida Foreign Trade Association's (FFTA) Incoming Mission from Colombia (Feb. 28– March 4, 2006)
April—June 2006	Florida Foreign Trade Association's (FFTA) Incoming Mission from Dominican Republic (April 30—May 4, 2006)
	Jamaica USA Chamber of Commerce Outgoing Mission to Jamaica (April 27—30, 2006)

Sister Cities

The Miami-Dade Sister Cities Program activities during the second quarter were as follows:

- In preparation for the Asti Mission taking place on September 8th – 14th, staff prepared and distributed the Save the Date notices and prepared and sent the Brochure for the Mission.
- In preparation for the “Fourth Annual Miami-Dade Celebrates the Art of its Sister Cities” which will be held from September 15th—October 15th, letters were sent to Prospective Artists and Sponsors which included:
 - ♦ Prospective Artists Invitation
 - ♦ Sponsorship Levels
 - ♦ Artist’s Commitment Letter
 - ♦ Artist’s Registration Form
 - ♦ Poster Image Contest Rules and Registration
 - ♦ Calendar of the Art Exhibit

Marketing and Outreach

- Prepared the monthly Jay Malina ITC newsletter, “Miami-Dade Global Trader.”
- Researched and compiled a calendar of events occurring in Miami-Dade County in the international trade arena.
- Provided continuous maintenance to the ITC website and kept it updated.

Official Visitation & Outreach

- Hon. Natacha Seijas, Chair of the Jay Malina ITC, met with the Consul General of Trinidad & Tobago, **Hon. Gerard Greene**. They discussed issues of mutual interests. Trinidad & Tobago is Miami’s twenty-ninth largest trading partner. Consul Greene extended an invitation from his government to the Chair for her to lead a mission to participate in a Trade & Investment Convention in Trinidad & Tobago in May 2006. (April 4th)
- The Jay Malina ITC Chair, Hon. Natacha Seijas met with the **Hon. David Miliband**, a Member of the United Kingdom Parliament and with the British Consul General, **Hon. Keith Allen**. The meeting was joined by Mr. Carlos Bonzon, Assistant County Manager. Topics discussed were infrastructure concerns, growth issues, and challenges of population changes. (April 6th)



Miami-Dade County Commissioner Natacha Seijas, Chair of the Jay Malina International Trade Consortium (ITC) presented the Key to the County to the Honorable Gerard Greene, Consul General of the Republic of Trinidad & Tobago.



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- Hon. Natacha Seijas, Chair of the Jay Malina ITC was paid a courtesy visit by **Mr. Zhang Jun**, the Vice Chairman of the Tianjin Economic Technological Development Area (TEDA) and his delegation during TEDA's mission to Miami-Dade County. (April 10th)
- The Jay Malina ITC participated in Florida Foreign Trade Association Business Luncheon titled "Opportunities in the Dominican Republic under DR-CAFTA."
- The Jay Malina ITC participated in a program hosted by the Economic Minister and the Industrial Chamber from Guatemala. The program was a networking event with Commercial and Tourist Officials as well as business owners from Guatemala. (May 2nd)
- The Jay Malina ITC attended the 2006 Goals Conference organized by the Greater Miami Chamber of Commerce and participated in an International Strategic Planning session at the Conference.
- The Jay Malina ITC participated in the Luncheon sponsored by FTAA and honoring **H.E. Eduardo Ferrero Costa**, Peruvian Ambassador to the United States. (May 25th)
- The Jay Malina ITC participated in Opening Reception of the Great Convention of Nicaraguans Living Abroad presided by **Hon. Enrique Bolaños**, President of Nicaragua. (June 9th)
- The Jay Malina ITC participated the Orlu Regional Assembly (ORA) USA 2006 Convention headed by **Chief Achike Udenwa**, Executive Governor of Imo State in Nigeria. Mr. Dwayne Wynn represented the Hon. Natacha Seijas, Chair of the Jay Malina ITC. (June 26th)



From left to right: Mr. Dwayne Wynn, representing ITC Chair, Commissioner Natacha Seijas; Mr. Alex Fernandez, representing the Office of the Chair of Miami-Dade County Board of County Commissioners and the delegation from Imo State, Nigeria, including His Excellency Chief Achike Udenwa, Executive Governor of Imo State.

Protocol Services & International Relations

During the second quarter, Jay Malina ITC provided transportation and/or made protocol arrangements with the Airport for the following important visitors arriving to Miami-Dade County:

May 14 - At the request of the Governor of Florida, ITC provided transportation and airport protocol to the delegation accompanying the First Lady of Wakayama, Japan.